

BOARD OF PARKING COMMISSIONERS MINUTES

Regular Meeting:

Friday:

December 4, 2015:

The Regular Meeting of the Board of Parking Commissioners of the City of Fargo, North Dakota, was held in the City Commission Room at City Hall at 8:00 o'clock a.m., Friday, December 4, 2015.

The Parking Commissioners present or absent were as follows:

Present: Chairperson Commissioner Mike Williams, Brian Hayer, Randy Thorson, Tracy Walvatne

Absent: Margie Bailly

Chairperson Commissioner Williams called the meeting to order.

Item 1: Approve Order of Agenda

Member Walvatne moved the Order of Agenda be approved as presented. Second by Member Thorson. All Members present voted aye and the motion was declared carried.

Item 2: Minutes: Regular Meeting of November 2, 2015

Member Walvatne moved the minutes of the November 2, 2015 Parking Commission meeting be approved. Second by Member Hayer. All Members present voted aye and the motion was declared carried.

Item 3: Consider On-Street Parking Enforcement Changes: APPROVED

Planner Joe Nigg provided a brief summary stating staff and the Parking Commission are exploring on-street enforcement changes to transition the current parking system to a more 'friendly' approach. He stated implementation could be feasible by January 1, 2016. He added staff received feedback from the Downtown Community Partnership (DCP) Board of Directors expressing their support for the proposed changes while also encouraging the Parking Commission to consider a phased implementation.

Discussion was held regarding the proposed changes.

Member Thorson moved to recommend approval of the proposed on-street enforcement changes and to forward the following to City Commission for review and consideration: (1) Ordinance Changes; (2) Interstate Contract; (3) Professional Account Management LLC [Duncan Solutions] Contract. Second by Member Walvatne. All Members present voted aye and the motion was declared carried.

Item 4: On-Street Data Collection

Commissioner Williams stated Item 4 is being withdrawn and it will be instead reviewed at the January meeting.

Item 5: LinkFM (downtown circulator) Update

Mr. Nigg presented an update on the LinkFM downtown circulator, noting the incremental increases in ridership over the past months.

Item 6: Interstate / Operator Report

Andy Renfrew, Interstate Parking, reviewed the October operations report noting parking demand is very strong, with available capacity remaining at the Island Park Ramp.

Discussion was held regarding the collection of occupancy data for the downtown parking ramps; the impact the downtown ice rink will have on current renters in the Main Avenue lot; and downtown parking facility lighting and signage.

Item 7: Updates

a. 2016 Parking Rate Schedule - Implementation

Mr. Nigg presented the 2016 Parking Rate Schedule, effective January 1, 2016. He added Interstate Parking has been working to notify all existing contract renters of the upcoming rate changes.

b. Marketing Sub-Committee

Mr. Nigg stated the marketing sub-committee met in November to discuss improving the visibility of the downtown parking program. He reviewed the priority items of this committee which include development of a downtown informational flyer to accompany parking warning tickets; creation of informational materials to be used by merchants; general marketing strategic plan and budget; parking brochure updates; and signage.

c. Request for Redevelopment Proposals – 2nd Ave / Roberts St

Mr. Nigg provided a brief update on the 2nd Avenue North/Roberts Street Request for Proposals (RFP) that was reviewed by the Parking Commission in November. He added the RFP was released on November 13 and the submittal deadline is January 15, 2016.

d. Downtown City Center Comprehensive Plan RFP

Mr. Nigg presented a Request for Proposals (RFP) to the Board for a downtown Fargo City Center Comprehensive Plan, adding this plan would build upon efforts outlined in the GO2030 Fargo Comprehensive Plan and address items such as vision/branding, market data, transportation, economic development, land use, parking, and infrastructure. He stated the RFP would be published in December and proposals would be due at the end of January 2016.

Item 8: Other Issues or Public Comments

No other issues or public comments were discussed.

The time at adjournment was 9:03 a.m.